

**WEST VALLEY SANITATION DISTRICT  
OF SANTA CLARA COUNTY, CALIFORNIA**

**BOARD OF DIRECTORS MEETING  
NOVEMBER 9, 2011**

The Board of Directors of West Valley Sanitation District of Santa Clara County, California, convenes this day in regular session at 6:00 p.m. at the district office, 100 East Sunnyoaks Avenue, Campbell, California, with the following members present: Susan Garner, Chuck Page, Ken Yeager, and Diane McNutt, Chairperson. Director Evan Low is absent. Staff present are Robert R. Reid, District Manager and Engineer; Jennifer Faught, Deputy District Counsel; Edward H. Oyama, Director of Engineering and Operations; Leshia Luu, Secretary; and Joanna Fuller, Retired Secretary.

The minutes of the previous meeting are approved as presented.

Oral communications: This portion of the meeting is set aside for persons wishing to address the board on any matter not on the agenda. There is no public comment.

Written communications: No written communications have been received.

Reports: The following items are submitted for action in one motion:

San Jose/Santa Clara Water Pollution Control Plant: Minutes of the October 13, 2011, meeting of the Treatment Plant Advisory Committee.

Investment of District Funds: Report on commingled funds invested by the County of Santa Clara for West Valley Sanitation District as of September 30, 2011.

Consolidated Income and Expense Statement of West Valley Sanitation District for the period ended September 30, 2011.

Status Report on District Goals and Manager's Objectives for 2011: The report includes information about recruitment of Director of Administration and Information Services, sustainability of commercial/industrial revenue program, district's long term capital spending requirement, coordination with West Valley Cities on future Storm Water Program, development of management transition plan, and continuation of 2011 objectives.

The reports are accepted.

There is no unfinished business to come before the board.

Consent Calendar: The following items are submitted for action in one motion:

Approval of payment of invoices: October 13 – November 9, 2011.

2010 Sanitary Sewer Repair Project: Status Report and authorization of payment to Pacific Underground Construction, Inc. in the amount of \$40,824.52.

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Quito Basin No. 7, Area 1, Sewer Rehabilitation Project: Authorization to award contract to low bidder Ranger Pipelines, Inc., in the amount of \$1,168,973.00, and approval of a 10% contingency allowance. The project involves rehabilitation of over 12,860 lineal feet of main adjacent to San Tomas Aquino Creek, which is located in various streets and easements in Monte Sereno, Saratoga, and Santa Clara County.

Hoffman Lane Sewer Extension Project: 1) Adoption of RESOLUTION NO. 11.11.22, RESOLUTION ACCEPTING COMPLETION OF WORK AND DIRECTING DISTRICT MANAGER/ENGINEER TO FILE NOTICE OF COMPLETION; 2) Ratification of Change Order No. 1 in the amount of \$1,622.71 for additional paving restoration work; 3) Authorization of Progress Payment No. 2 in the amount of \$52,509.07; and release of retention in the amount of \$8,091.14 to Casey Construction, Inc., after the filing of Notice of Completion.

The consent calendar is approved unanimously.

Under new business, staff submits the ANNUAL REPORT OF WEST VALLEY SANITATION DISTRICT FOR FISCAL YEAR 2010-2011. The annual report includes the District's audited financial statements and the report of the independent auditor, as well as a summary of the District's activities during the year. The manager introduces Mark Wong, the auditor from the firm of Maze and Associates, who is present to address the board and to answer the board's questions. The District received an unqualified opinion and no reportable findings or material weaknesses were found. Following discussion, the annual report is accepted.

The next item of new business is the ratification of the District Manager's performance objectives and compensation bonus. The board ratifies the acceptable completion of the manager's 2011 performance objects for award of previously approved \$5,000 performance incentive.

There are no directors' items.

There being no further items of business, the meeting is adjourned at 6:08 p.m.

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DIANE MCNUTT, CHAIRPERSON

Attest:

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Secretary